Profiling

Module 4: Profiling

as of 24 June 2015

Agenda

- Evaluation Reporting System
  - Responsibilities of the Rating Chain
  - Role of the Rating Chain & Keys to Success
  - Developing a Rating Philosophy

- Rater Overall Performance
  - Rater Comments
  - Rater Tendency
  - Rater Tendency Label
  - Rater Tendency Report

- Senior Rater Overall Potential
  - Senior Rater Narrative
  - Senior Rater Consistency
  - Immature Profile / Small Population
  - Senior Rater Profile Calculation
  - Senior Rater Profile Box Check Warning
  - Senior Rater Profile Labeling Rules
  - Managed Profile Technique

Unclassified

Agenda (cont.)

- Evaluation Entry System (EES) Tools
  - Rater Tendency / Senior Rater Profile Link
  - Rater Tendency / Senior Rater Profile
  - ERS Link to Senior Rater Profile (DASH 2)
  - Senior Rater Profile Dashboard
  - Senior Rater (DASH 2)
  - Senior Rater Profile Management Tool
  - How to Assign / Manage Delegates

Unclassified

Evaluation Reporting System

- Primary function of the evaluation report is to provide key information to HQDA for use in making critical personnel management decisions.

- The NCOER is an assessment tool.
  - Stand-alone evaluation for a specific rating period
  - Rater comments focused on specific, quantifiable performance
  - Senior rater narrative focused on potential
  - Senior rater profile for senior raters of SSG-CSM/SGM; limited to 24% for the “MOST QUALIFIED” selection

- Promotion selection system is based on current and future force structure requirements.
  - Cannot predict selection board results – DA Centralized Selection Boards use the “Whole File Concept”
  - Use the top box to identify your best NCOs

- Commander is the overall caretaker of all personnel systems.

- Counseling is key.

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Responsibilities of the Rating Chain

Rating Chains:

- Are established by commanders and maintained by rating officials
- Tie rated NCO's performance to a specific senior / subordinate relationship
- Correspond as nearly as practicable to chain of command and supervision
- Are established by name, given effective dates, published, and distributed to all concerned
- List the rated NCO and all rating officials

Rating Roles:

- RATER
  - Day-to-day performance & counseling
  - Met standards? Yes / No
  - Narrow, more specific
- SENIOR RATER
  - Potential & mentorship
  - Capstone evaluation, spread of quality
  - Adherence to policy & intent
  - Broader, more general
- SUPPLEMENTARY REVIEWER
  - Required in certain situations
  - Performed by uniformed Army-designated rating official

Critical Point: *Separating rater and senior rater & keeping supervisors at lowest levels have been keys to success*

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Role of the Rating Chain & Keys to Success

- **Senior rater is the "owner" of the evaluation and is responsible for timely completion**
- **Mentor/Develop your subordinates**
  Support Form – tool available to aid in defining/guiding goals and objectives throughout rating period, provides feedback to rated individual – not a lot of space but should be catalyst of conversation
- **Understand how our Evaluation System works**
  Fairly and accurately assess subordinates – participate in counseling
  Senior rater narrative is key: exclusive vs. strong narrative to describe subordinate
  Quantify potential…identify your best
  Be careful… What you don't say is just as damaging as what you do say
- **Verify/Certify your subordinates on how to assess – ask them to bring their counselings and assessments with them to their counseling**
- **Understand how to manage your rater & senior rater profile – develop your rating philosophy**
- **Anticipate and project "next" evaluation**
  - Current thru date on file plus 12 months or known changes of rater
  - Complete the record dates for those being considered by a board
- **Monitor when reports are required, that they're submitted on time, and unit rating schemes are current and accurate (Leader responsibility)**
  Use Evaluation Entry System (EES) to prepare and submit, track with reporting tools within
  Be aware of sequencing

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Developing a Rating Philosophy

- Mission – know your population and identify your best
- Counseling – ensure counseling is accomplished; those who can, will improve
- Decide how to assess, particularly “FAR EXCEEDED STANDARD” based on performance and “MOST QUALIFIED” based on potential
- Write well – quantify and qualify in narrative; correspond comments with box check as the system allows; use the narrative to paint the picture
- Plan – think series of reports (number of times you will rate an NCO), projected departures, and future boards

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Check on Learning

1. What is the primary function of the evaluation report?

2. What are centralized promotions based on?

3. What is the role of a rater? senior rater? supplementary reviewer?

4. Who establishes and approves rating chains?

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Performance Measures

Organizational- and Strategic-level (SSG through CSM/SGM)

Direct-level (SGT)

FAR EXCEEDED STANDARD	EXCEEDED STANDARD	MET STANDARD	DID NOT MEET STANDARD
Rated NCO performs extraordinarily above the required Army standards and organizational goals of leader competencies and attributes; leadership enables Soldiers and unit to far surpass required organizational and Army standards; demonstrated performance epitomizes excellence in all aspects; this NCO and his/her Soldiers consistently take disciplined initiative in applying leader competencies and attributes; results have an immediate impact and enduring effect on the mission, their Soldiers, the unit, and the Army; **demonstrated by the best of the upper third of NCOs of the same grade.**	**Rated NCO performs above the required Army standards and organizational goals of leader competencies and attributes;** this NCO and his/her Soldiers often take disciplined initiative in applying leader competencies and attributes; results have an immediate impact on the mission, their Soldiers, the unit, and the Army; this level of performance is not common, **typically demonstrated by the upper third of NCOs of the same grade.**	**Rated NCO successfully achieves and maintains the required Army standards and organizational goals of leader competencies and attributes;** effectively meets and enforces the standard for the unit and those in his/her charge; succeeds by taking appropriate initiative in applying the leader competencies and attributes; results have a positive impact on the mission, their Soldiers, the unit, and the Army; this level of performance is considered normal and **typically demonstrated by a majority of NCOs of the same grade.**	**Rated NCO fails to meet or maintain the required Army standards and organizational goals of leader competencies and attributes;** does not enforce or meet the standard for the unit or those in his/her charge; exhibits/displays minimal or no effort; actions often have a negative effect on the mission, their Soldiers, the unit, and the Army.

Rater Overall Performance

RATER OVERALL PERFORMANCE			
i. Select one box representing Rated NCO's overall performance compared to others in the same grade whom you have rated in your career. I currently rate _____ Army NCOs in this grade.			
FAR EXCEEDED STANDARD ☐	EXCEEDED STANDARD ☐	MET STANDARD ☐	DID NOT MEET STANDARD ☐
j. COMMENTS:			

- **"FAR EXCEEDED STANDARD" / "EXCEEDED STANDARD"** – identify the upper third of NCOs for each rank with further stratification of the upper third by use of the "FAR EXCEEDED STANDARD" box check
- **"MET STANDARD"** – identify NCOs who successfully achieved and maintained required Army and organizational standards
- **"DID NOT MEET STANDARD"** – identify NCOs who did not meet required Army and organizational standards

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Rater Comments

Focus on specific, quantifiable performance –
- Identify what a NCO did and how well they performed
- Quantify and qualify performance

- The rater is the first individual to assess and write comments.
- Comments should explain what the rated NCO did and how well he/she performed.
- A laundry list of superlatives is not helpful to selection boards – more is not necessarily better.
- Selection board members use the rater's comments in their file deliberations when they are looking for in-depth information on the rated NCO's performance.
- In the event the senior rater does not meet the minimum time requirements, then the rater's comments are the sole basis for assessing the rated NCO.
- Rater Overall Performance section
  - Must include comment(s) concerning rated NCO's overall performance

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Rater Tendency

(applies to SSG-CSM/SGM)

- Tracks the rating history for each rater of NCOs (SSG-CSM/SGM) for all components (Regular Army, Reserve, Guard)
- Emphasizes the following:
  - Importance of the rater's role and responsibility to provide credible information to HQDA
  - Importance of a rater's sequencing of NCOER submissions to avoid inflation
- Provides information to HQDA Selection Boards and Army Leadership on the rater's rating tendency
- Continues without interruption as the rater moves from unit to unit, position to position, regardless of promotion
- Rater Tendency restart

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Rater Tendency Label

(applies to SSG-CSM/SGM)

RATER OVERALL PERFORMANCE

i. Select one box representing Rated NCO's overall performance compared to others in the same grade whom you have rated in your career. I currently rate **6** Army NCOs in this grade.

FAR EXCEEDED STANDARD	EXCEEDED STANDARD	MET STANDARD	DID NOT MEET STANDARD
☐	☐	☒	☐
2	**3**	**6**	

1 Total Ratings: 12

j. COMMENTS:

o #3 of 6 SFCs that I currently rate

o executed every assignment and tasking with minimal guidance from the command

o strong performance from an outstanding NCO

Note: This is the rater's "capstone" assessment of performance and opportunity to "stratify / quantify."

- Key information includes the following:
  - Rater tendency (i.e., rating history) – the value below each box equals the overall history of those ratings in this grade
  - Rater tendency label will be imprinted on the NCOER and viewable within the Evaluation Entry System (EES) by the rater's rater and senior rater

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Rater Tendency Report

(applies to SSG-CSM/SGM)

Rater Tendency

4 items found, displaying

Role	Rank Rated	FAR EXCEEDED STANDARD	EXCEEDED STANDARD	MET STANDARD	DID NOT MEET STANDARD
RATER	SSG	1	2	4	0
RATER	SFC	2	3	6	1
RATER	MSG	1	1	4	0
RATER	SGM	0	1	0	0

Tracks the rating history of each rater for NCOs of all components by rank (SSG through CSM / SGM). Raters do not maintain a rater tendency on NCOs in the rank of SGT and below.

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Check on Learning

1. Name and describe the four performance box checks for rater overall performance?

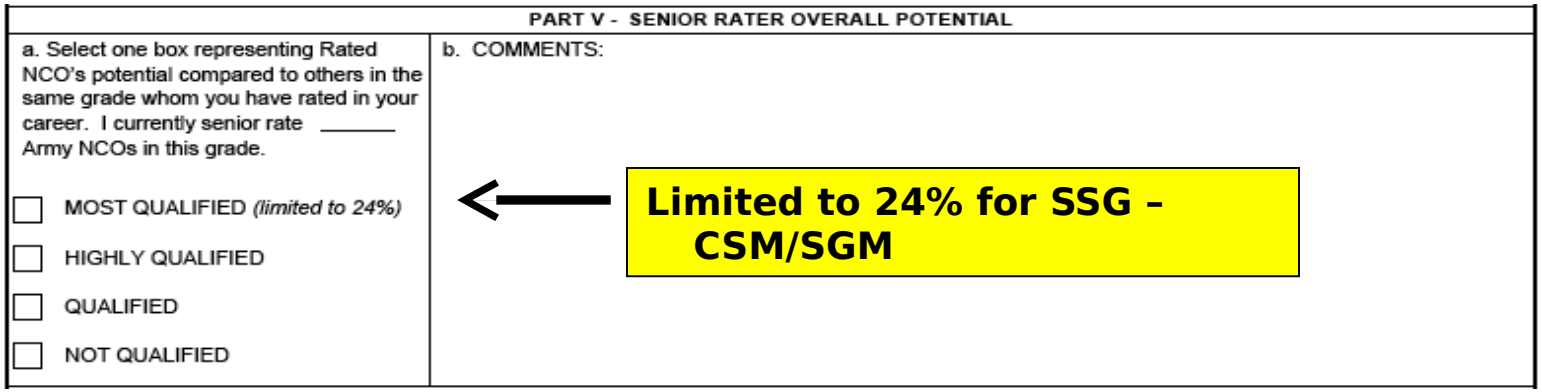
2. The rater tendency applies to which component and grade plate NCOERs?

3. Is the rater tendency constrained?

4. What is the rater tendency report?

Unclassified

Senior Rater Overall Potential



PART V - SENIOR RATER OVERALL POTENTIAL	
a. Select one box representing Rated NCO's potential compared to others in the same grade whom you have rated in your career. I currently senior rate _____ Army NCOs in this grade. ☐ MOST QUALIFIED *(limited to 24%)* ☐ HIGHLY QUALIFIED ☐ QUALIFIED ☐ NOT QUALIFIED	b. COMMENTS:

Limited to 24% for SSG – CSM/SGM

- **"MOST QUALIFIED"** – identify NCOs with strong potential for promotion in the secondary zone; ahead of peers (Note: Senior rater cannot have more than 24% of total ratings in a grade to retain the MOST QUALIFIED label.)
- **"HIGHLY QUALIFIED"** – identify NCOs with strong potential for promotion with peers
- **"QUALIFIED"** – identify NCOs who demonstrate potential to be successful at the next level; promote if able
- **"NOT QUALIFIED"** – identify NCOs who do not demonstrate potential for promotion; recommend separation

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Senior Rater Narrative

Should quantify and qualify the passion (or lack thereof) that the senior rater has for the rated NCO's potential

- Selection boards should not have to guess – Send a clear message
- What is not said can have the same impact as what is said
- Be careful with your narrative – don't say the same thing for all your NCOs
- Avoid using the same verbiage year-to-year for the same NCO
- Be consistent … words match the box check
- Cannot mention box check or board language in the narrative (i.e., "MOST QUALIFIED NCO", "6+ NCO", "If my profile allowed, I would rate this NCO higher."); these are considered prohibited narrative comments

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Senior Rater Consistency

- Senior raters need to amplify their potential box checks by using the narrative to clearly send the appropriate message to selection boards. The following classification of types of narratives may serve as a guide and assist in sending a clear message:
  - **Exclusive narratives** – those which clearly describe superior performance/potential above that of the vast majority; associated with early promotion and are restrictive in nature (e.g., top 1%, 3%, 5%, etc. of all NCOs, the best among a select grade or group, promote in the secondary zone)
  - **Strong narratives** – those which describe significant performance accomplishments and enthusiastically recommend promotion, assignment to key duty positions linked to upward mobility and appropriate military schooling (e.g., among the best, easily in the top third of the NCO Corps, definitely promote this NCO, secondary zone potential, one of my best NCOs)
  - **Enumeration** – a technique used to rank order NCOs in a particular grade based on demonstrated performance and/or potential (e.g., #1 of 6)

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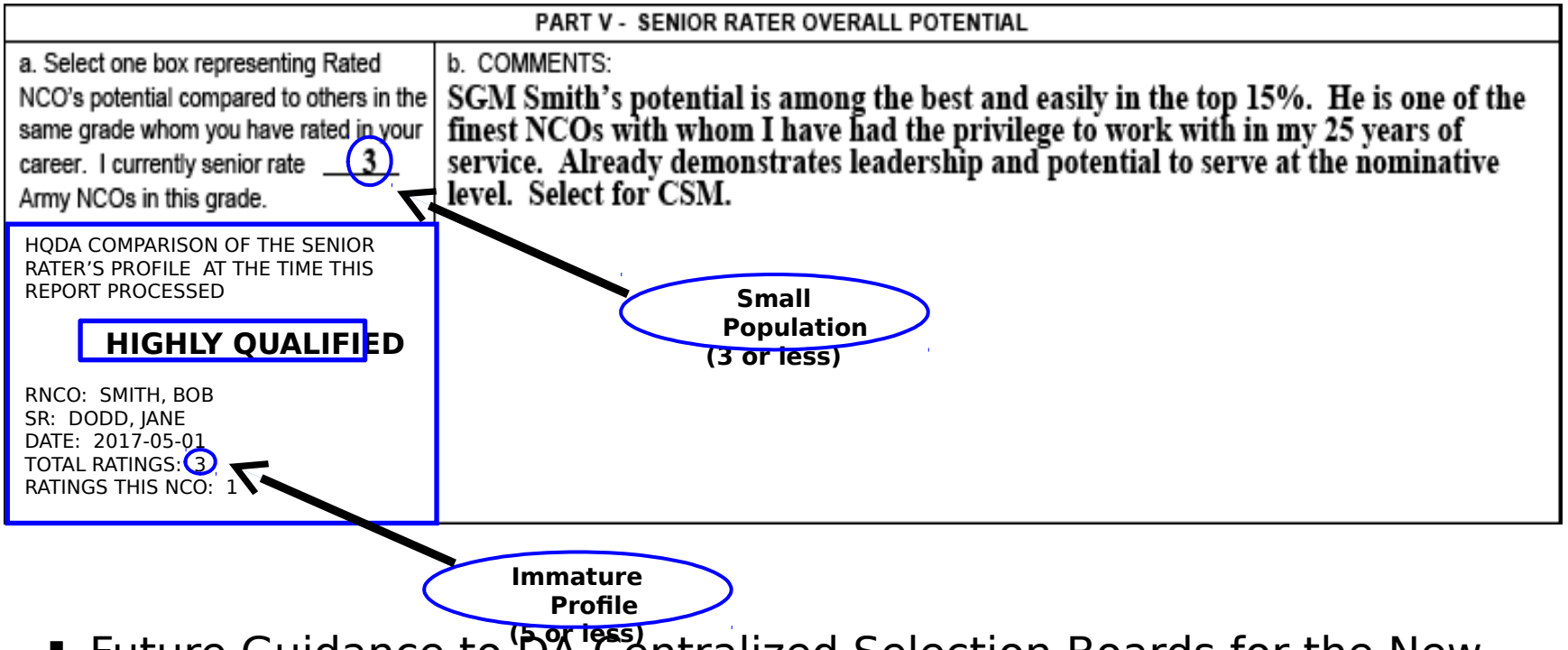
Immature Profile / Small Population


PART V - SENIOR RATER OVERALL POTENTIAL
a. Select one box representing Rated NCO's potential compared to others in the same grade whom you have rated in your career. I currently senior rate 3 Army NCOs in this grade.
b. COMMENTS:
SGM Smith's potential is among the best and easily in the top 15%. He is one of the finest NCOs with whom I have had the privilege to work with in my 25 years of service. Already demonstrates leadership and potential to serve at the nominative level. Select for CSM.
HQDA COMPARISON OF THE SENIOR RATER'S PROFILE AT THE TIME THIS REPORT PROCESSED
HIGHLY QUALIFIED
RNCO: SMITH, BOB
SR: DODD, JANE
DATE: 2017-05-01
TOTAL RATINGS: 3
RATINGS THIS NCO: 1
Small Population (3 or less)
Immature Profile (5 or less)

- Future Guidance to DA Centralized Selection Boards for the New NCOER

  - Check DA Label: "Total Ratings" (5 or less = immature profile)
  - Check Part V block a – same grade in population (3 or less = small population)
  - **Expect** "HIGHLY QUALIFIED" assessment if immature profile and/or small population exists
  - Focus on Senior Rater's narrative

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Senior Rater Profile Calculation

Type of Report	THRU Date	Box Check "Most Qualified"	Box Check "Highly Qualified"	Box Check "Qualified"	Box Check "Not Qualified"	Profile MQ	Profile HQ	Profile Q	Profile NQ	Total	Date of Receipt	SR Profile
Annual	20160201	X				1	0	0	0	1	20160212	**100%**
CoR	20160413		X			1	1	0	0	2	20160417	**50%**
CoR	20160623			X		1	1	1	0	3	20160701	**33.3%**
Annual	20160824		X			1	2	1	0	4	20160825	**25%**
Annual	20161128		X			1	3	1	0	5	20161130	**20%**
CoR	20170120			X		1	3	2	0	6	20170205	**16.7%**
Annual	20170131		X			1	4	2	0	7	20170131	**14.3%**
Ext Annual	20170530		X			1	5	2	0	8	20170602	**12.5%**
Annual	20171119	X				2	5	2	0	9	20171123	**22.2%**
Ext Annual	20180117		X			2	6	2	0	10	20180118	**20.0%**

Based on the profile limitation of 24%, a senior rater can render a "MOST QUALIFIED" assessment for a particular grade (SSG through CSM/SGM) as follows:

- Any one of the first four reports
- The second "MOST QUALIFIED" assessment no earlier than the ninth report (2 / 9 = 22.2%)
- The third "MOST QUALIFIED" assessment no earlier than the thirteenth report (3 / 13 = 23.1%)
- The fourth "MOST QUALIFIED" assessment no earlier than the seventeenth report (4 / 17 = 23.5%)

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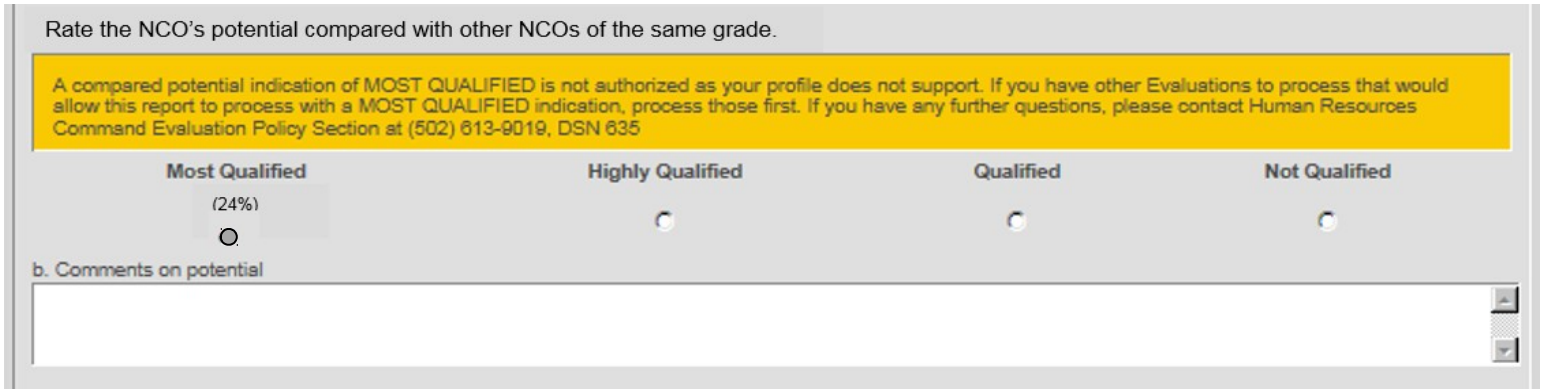
Senior Rater Profile Box Check Warning


Rate the NCO's potential compared with other NCOs of the same grade.
A compared potential indication of MOST QUALIFIED is not authorized as your profile does not support. If you have other Evaluations to process that would allow this report to process with a MOST QUALIFIED indication, process those first. If you have any further questions, please contact Human Resources Command Evaluation Policy Section at (502) 613-9019, DSN 635
Most Qualified
(24%)
Highly Qualified
Qualified
Not Qualified
b. Comments on potential

As each NCOER is rendered, the Evaluation Entry System (EES) will automatically calculate the senior rater profile. If the profile does not support a "MOST QUALIFIED" selection, then EES will display the above warning notification and the "MOST QUALIFIED" option will be grayed out.

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Senior Rater Profile Labeling Rules

- **Rule #1**: If the Senior Rater checks the "HIGHLY QUALIFIED," "QUALIFIED," or "NOT QUALIFIED" box, then the report is always labeled as indicated on the form.
  - The sum of "HIGHLY QUALIFIED," "QUALIFIED," and "NOT QUALIFIED" box checks must always be at least 76% of total ratings rendered.
- **Rule #2**: If the senior rater checks the "MOST QUALIFIED" box and the senior rater's use of "MOST QUALIFIED" is no more than 24% of the total ratings, then the report is labeled "MOST QUALIFIED."
  - An entry of "MOST QUALIFIED" will only be accepted if the mathematical result of the entry is no more than 24% of the total number of reports rendered in that grade.
- **Rule #3**: **"MISFIRE"** – If the senior rater completes a pdf-fillable NCOER and checks the "MOST QUALIFIED" box and the senior rater profile is greater than 24%, then the report is automatically downgraded and labeled "HIGHLY QUALIFIED" upon receipt at HQDA and the senior rater is charged with a "MOST QUALIFIED."

Unclassified

Managed Profile Technique – Rule 1

(the comparison of box check to SR Profile)

a. Select one box representing Rated NCO's potential compared to others in the same grade whom you have rated in your career. I currently senior rate 3 Army NCOs in this grade.

- ☐ MOST QUALIFIED *(limited to 24%)*
- ☒ HIGHLY QUALIFIED
- ☐ QUALIFIED
- ☐ NOT QUALIFIED

HQDA COMPARISON OF THE SENIOR RATER'S PROFILE AT THE TIME THIS REPORT PROCESSED

HIGHLY QUALIFIED

RNCO: SMITH, BOB
SR: DODD, JANE
DATE: 2017-02-01
TOTAL RATINGS: 20
RATINGS THIS NCO: 2

a. Select one box representing Rated NCO's potential compared to others in the same grade whom you have rated in your career. I currently senior rate 3 Army NCOs in this grade.

- ☐ MOST QUALIFIED *(limited to 24%)*
- ☐ HIGHLY QUALIFIED
- ☒ QUALIFIED
- ☐ NOT QUALIFIED

HQDA COMPARISON OF THE SENIOR RATER'S PROFILE AT THE TIME THIS REPORT PROCESSED

QUALIFIED

RNCO: SMITH, BOB
SR: DODD, JANE
DATE: 2017-02-01
TOTAL RATINGS: 20
RATINGS THIS NCO: 2

a. Select one box representing Rated NCO's potential compared to others in the same grade whom you have rated in your career. I currently senior rate 3 Army NCOs in this grade.

- ☐ MOST QUALIFIED *(limited to 24%)*
- ☐ HIGHLY QUALIFIED
- ☐ QUALIFIED
- ☒ NOT QUALIFIED

HQDA COMPARISON OF THE SENIOR RATER'S PROFILE AT THE TIME THIS REPORT PROCESSED

NOT QUALIFIED

RNCO: SMITH, BOB
SR: DODD, JANE
DATE: 2017-02-01
TOTAL RATINGS: 20
RATINGS THIS NCO: 2

Regardless of profile

Unclassified

Managed Profile Technique – Rule 2

(the comparison of box check to SR Profile)

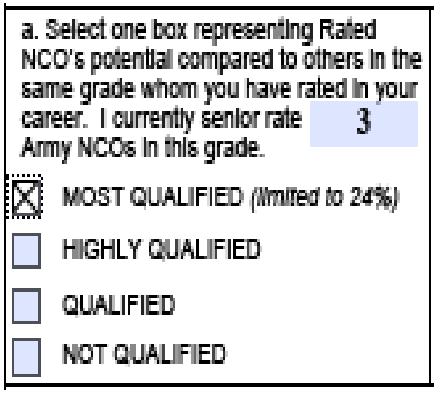
MOST QUALIFIED – 1
HIGHLY QUALIFIED – 5
QUALIFIED – 2
NOT QUALIFIED – 0

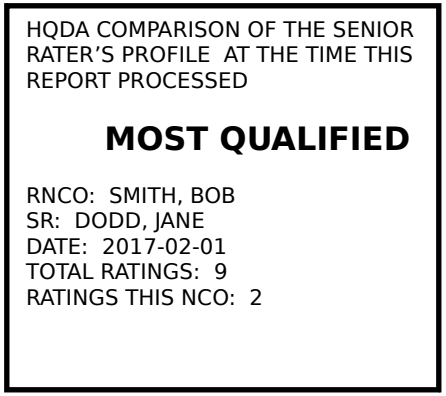
TOTAL RATINGS = 8

MOST QUALIFIED – 2
HIGHLY QUALIFIED – 5
QUALIFIED – 2
NOT QUALIFIED – 0

TOTAL RATINGS = 9

Profile is 22.2% (2 of 9).


a. Select one box representing Rated NCO's potential compared to others in the same grade whom you have rated in your career. I currently senior rate 3 Army NCOs in this grade.
MOST QUALIFIED (limited to 24%)
HIGHLY QUALIFIED
QUALIFIED
NOT QUALIFIED


HQDA COMPARISON OF THE SENIOR RATER'S PROFILE AT THE TIME THIS REPORT PROCESSED
MOST QUALIFIED
RNCO: SMITH, BOB
SR: DODD, JANE
DATE: 2017-02-01
TOTAL RATINGS: 9
RATINGS THIS NCO: 2

Top block check labeled "MOST QUALIFIED" *when* profile is not more than 24% in top block.

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Managed Profile Technique – Rule 3

(the comparison of box check to SR Profile)

MOST QUALIFIED – 2
HIGHLY QUALIFIED – 5
QUALIFIED – 2
NOT QUALIFIED – 0

TOTAL RATINGS = 9

MOST QUALIFIED – 3
HIGHLY QUALIFIED – 5
QUALIFIED – 2
NOT QUALIFIED – 0

TOTAL RATINGS = 10

MISFIRE – Profile is 30% (3 of 10).

a. Select one box representing Rated NCO's potential compared to others in the same grade whom you have rated in your career. I currently senior rate 3 Army NCOs in this grade.

- [X] MOST QUALIFIED (limited to 24%)
- [ ] HIGHLY QUALIFIED
- [ ] QUALIFIED
- [ ] NOT QUALIFIED

HQDA COMPARISON OF THE SENIOR RATER'S PROFILE AT THE TIME THIS REPORT PROCESSED

HIGHLY QUALIFIED

RNCO: SMITH, BOB
SR: DODD, JANE
DATE: 2017-02-01
TOTAL RATINGS: 10
RATINGS THIS NCO: 2

"MISFIRE" – Top block check labeled "HIGHLY QUALIFIED" when profile is greater than 24% in top block.

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Check on Learning

1. Name and describe the four potential box checks for senior rater overall potential?

2. What is the difference between the “MOST QUALIFIED” and “HIGHLY QUALIFIED” box checks?

3. What is an immature profile and small population?

4. Describe the senior rater misfire?

5. What are the senior rater profile labeling rules?

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Profiling
Practical Exercise 1

Module 4 PE Instructions

First take 10 minutes to write down what you think is the importance of senior rater profile **management** and the impact of an improperly managed senior rater profile.

Now form the classroom into four equally sized groups. Take the next 15 minutes to discuss your thoughts with the group.

Each group will select a representative to present the group's section of the briefing.

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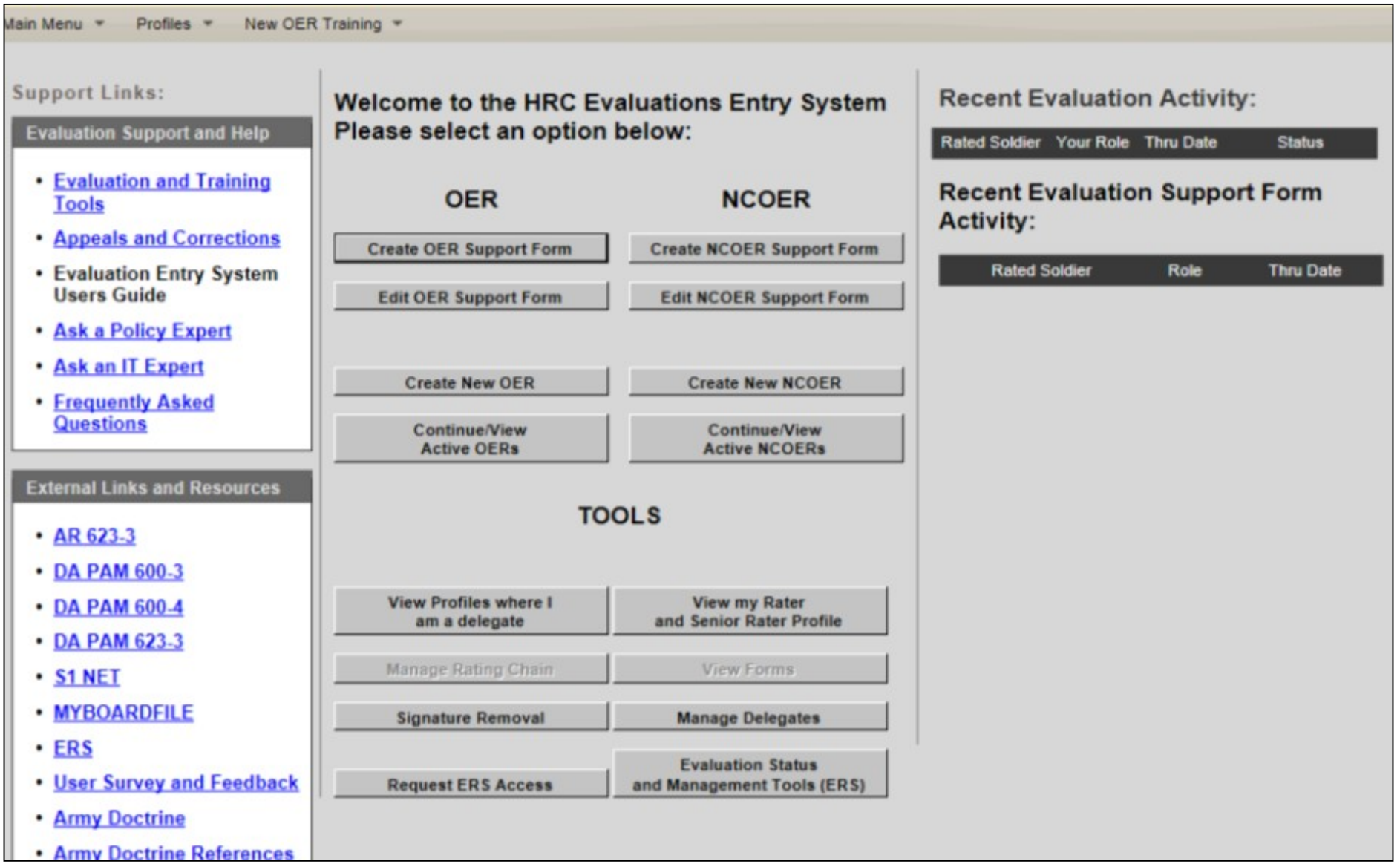
Evaluation Entry System (EES) Tools

https://evaluations.hrc.army.mil/



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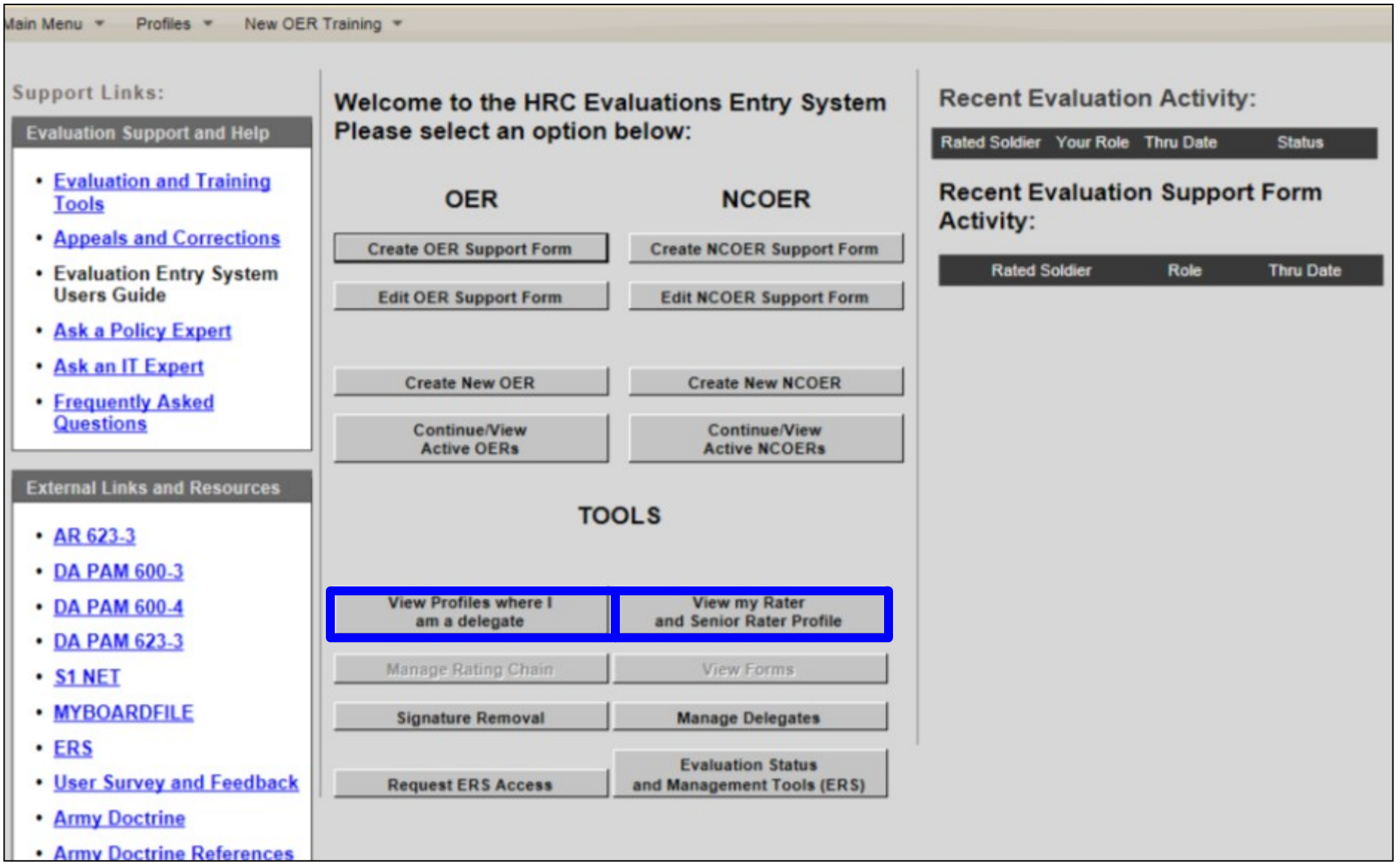
Rater Tendency / Senior Rater Profile Link



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Rater Tendency / Rater and Senior Rater Profiles

Rater Tendency

4 items found, displaying

Role	Rank Rated	FAR EXCEEDED STANDARD	EXCEEDED STANDARD	MET STANDARD	DID NOT MEET STANDARD
RATER	SSG	1	2	4	0
RATER	SFC	2	3	6	1
RATER	MSG	1	1	4	0
RATER	SGM	0	1	0	0

Rater Profiles

Only applies to Officers

3 items found, displaying all items

Role	Rank Rated	EXCELS	PROFICIENT	CAPABLE	UNSATISFACTORY
RATER	CPT	1	3	0	0
RATER	CW2	1	3	0	0
RATER	MAJ	0	4	0	0

Senior Rater Profiles

3 items found, displaying all items

Role	Rank Rated	MOST QUAL / MULTI STAR	HIGHLY QUAL / PROMOTE TO BG	QUAL / RETAIN AS COL	NOT QUAL / UNSATISFACTORY
SENIOR RATER	SSG	1	2	0	0
SENIOR RATER	SFC	0	3	0	0
SENIOR RATER	1LT	0	1	0	0

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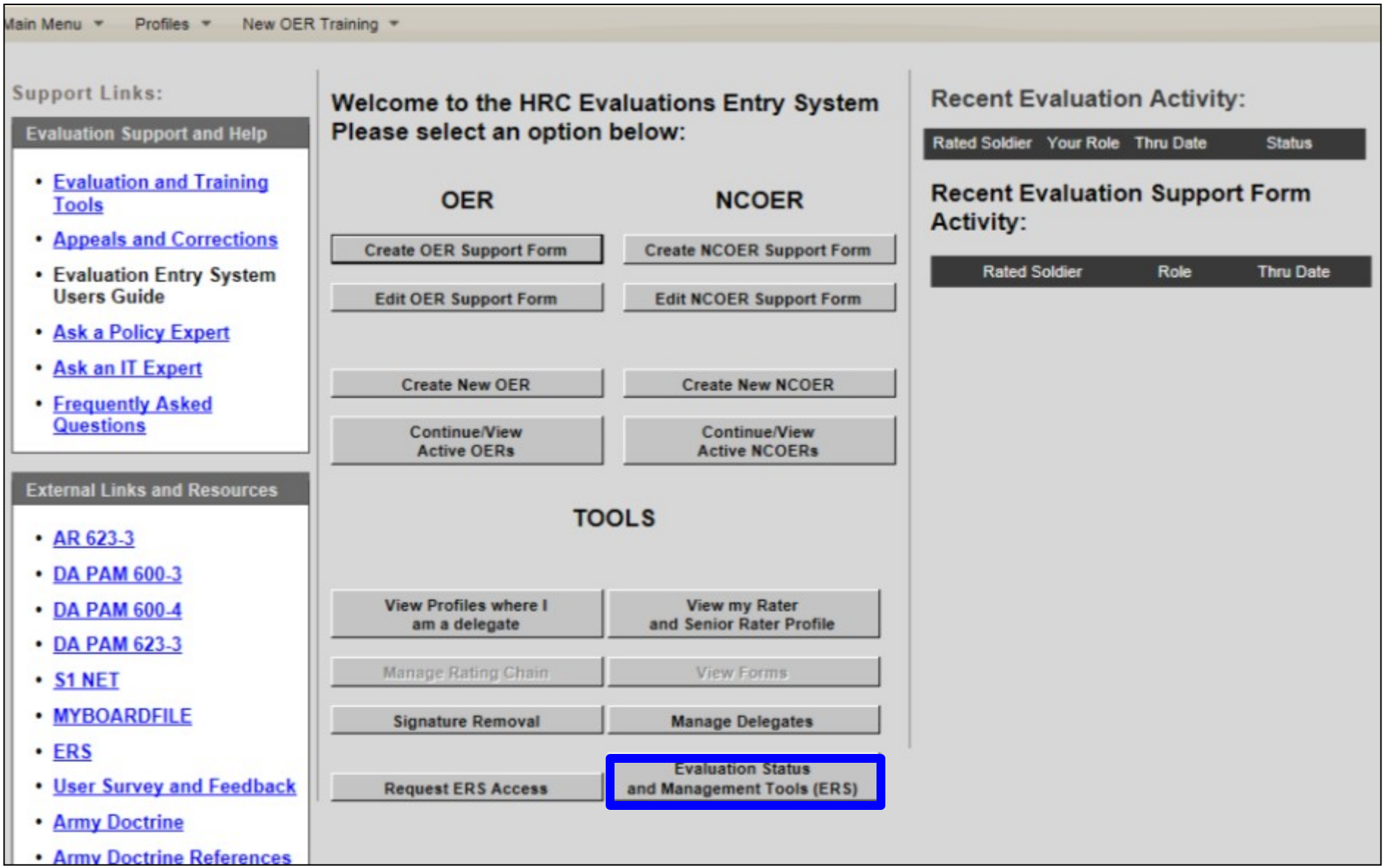
ERS Link to Senior Rater Profile (DASH 2)



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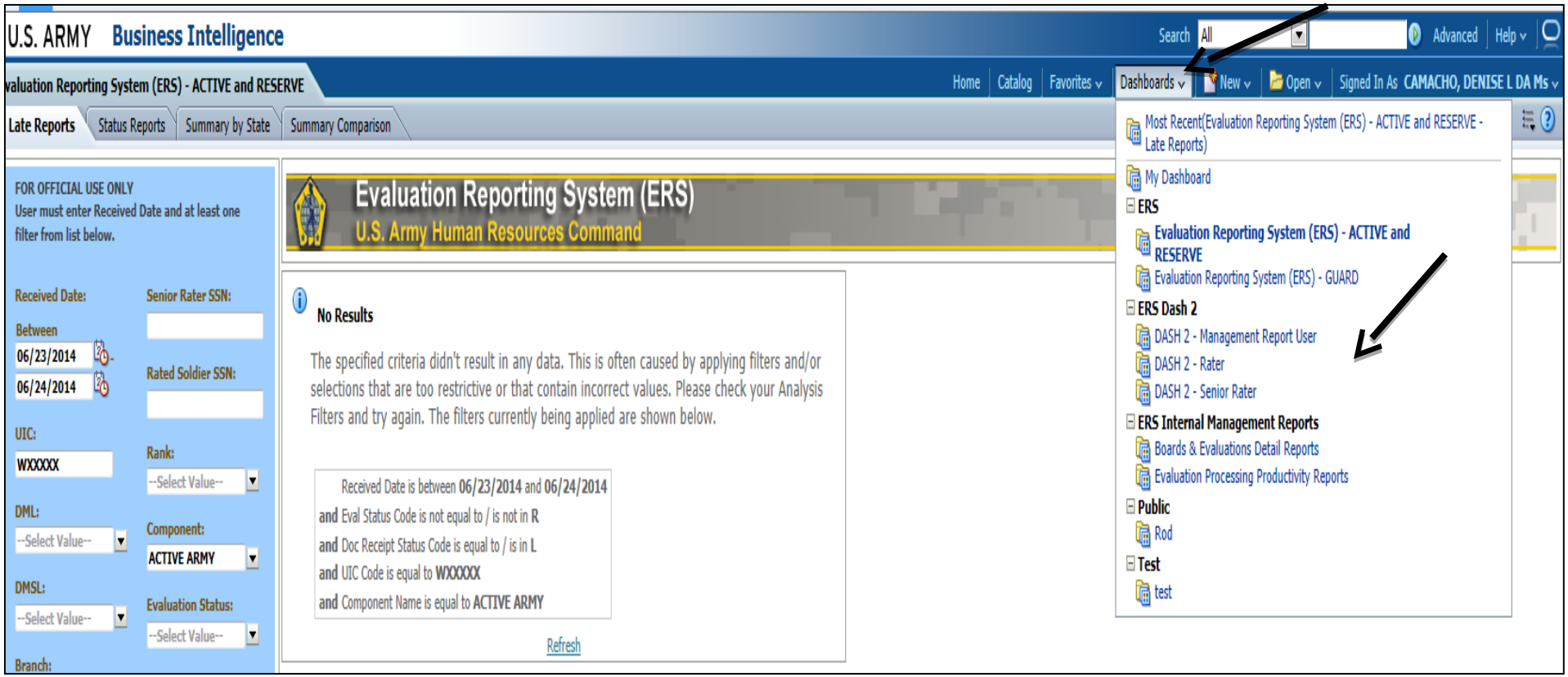
Senior Rater Profile Dashboard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Search All Advanced Help
valuation Reporting System (ERS) - ACTIVE and RESERVE
Home Catalog Favorites Dashboards New Open Signed In As CAMACHO, DENISE L DA Ms
Late Reports Status Reports Summary by State Summary Comparison
FOR OFFICIAL USE ONLY
User must enter Received Date and at least one filter from list below.
Received Date:
Between
06/23/2014
06/24/2014
Senior Rater SSN:
Rated Soldier SSN:
UIC:
WXXXXX
Rank:
--Select Value--
DML:
--Select Value--
Component:
ACTIVE ARMY
DMSL:
--Select Value--
Evaluation Status:
--Select Value--
Branch:
Evaluation Reporting System (ERS)
U.S. Army Human Resources Command
No Results
The specified criteria didn't result in any data. This is often caused by applying filters and/or selections that are too restrictive or that contain incorrect values. Please check your Analysis Filters and try again. The filters currently being applied are shown below.
Received Date is between 06/23/2014 and 06/24/2014
and Eval Status Code is not equal to / is not in R
and Doc Receipt Status Code is equal to / is in L
and UIC Code is equal to WXXXXX
and Component Name is equal to ACTIVE ARMY
Refresh
Most Recent(Evaluation Reporting System (ERS) - ACTIVE and RESERVE - Late Reports)
My Dashboard
ERS
Evaluation Reporting System (ERS) - ACTIVE and RESERVE
Evaluation Reporting System (ERS) - GUARD
ERS Dash 2
DASH 2 - Management Report User
DASH 2 - Rater
DASH 2 - Senior Rater
ERS Internal Management Reports
Boards & Evaluations Detail Reports
Evaluation Processing Productivity Reports
Public
Rod
Test
test

Unclassified

Senior Rater Profile (DASH 2)

Placeholder for DASH 2

Unclassified

Senior Rater Profile Management Tool

NAME	Position	# of NCOERs previously received in current position (include previous SR's OERS)	Last NCOER / Type / Rating	Projected NCOER (Date of next NCOER)		Projected Type (Type of report - use codes)	Projected Rating - How I would rate this NCO if I rated all NCOs in this grade today (24% or less in MQ / adjust as events dictate)	NCOER to DA (90days) - Date report needs to be at DA (Board reports need to get to DA per board message).	Subsequent NCOER - Will the officer receive more reports from you after the projected NCOER, if so, how many?	Date of Rank	Next Board/Date - Next selection board the NCO would be eligible for (Use chart profile management board dates).	Projected Departure	STATUS: Support Form received, draft initiated, signed by all appropriate personnel, submitted to DA, received by DA, submitted to Soldier's Record
				From	Thru								
Alpha, John A	Platoon Sergeant	0		6-Sep-15	5-Sep-16	AN	HQ	4-Dec-16	1	1-Jan-11	15-Apr-17	5-Feb-17	
Bravo, Joe B	Platoon Sergeant	0		11-Sep-15	10-Sep-16	AN	HQ	9-Dec-16	1	1-Dec-11	15-Apr-17	4-Mar-17	
Charlie, Jack C	Platoon Sergeant	0		16-Jul-15	31-Jan-17	CR	Q	30-Apr-17	1	1-Sep-14		16-Jul-18	
Alpha, John A	Platoon Sergeant	1		6-Sep-16	31-Jan-17	CR	HQ	30-Apr-17	No	1-Oct-14	15-Apr-17	5-Feb-17	
Bravo, Joe B	Platoon Sergeant	1		11-Sep-16	31-Jan-17	CR	MQ	30-Apr-17	No	1-Mar-15	15-Apr-17	4-Mar-17	
Charlie, Jack C	Platoon Sergeant	1		1-Feb-17	31-Jan-18	AN	NQ	1-May-18	1	1-Sep-14		16-Jul-18	
Delta, Bob D	Platoon Sergeant	0		15-Feb-17	14-Feb-18	AN	HQ	14-May-18	No	1-Nov-15		15-Feb-19	
Echo, Todd E	Platoon Sergeant	0		20-Feb-17	19-Feb-18	AN	HQ	19-May-18	No	1-Sep-15		20-Feb-19	

Senior Rater Profile					
Most Qualified	Highly Qualified	Qualified	Not Qualified	TOTAL	% Top Block
1	5	1	1	8	13%

Note: Promotable NCOs serving in positions authorized the promotable grade will be profiled at the promotable grade if listed as (P) on the NCOER.

Check on Learning

1. How can you view your rater tendency? senior rater profile?

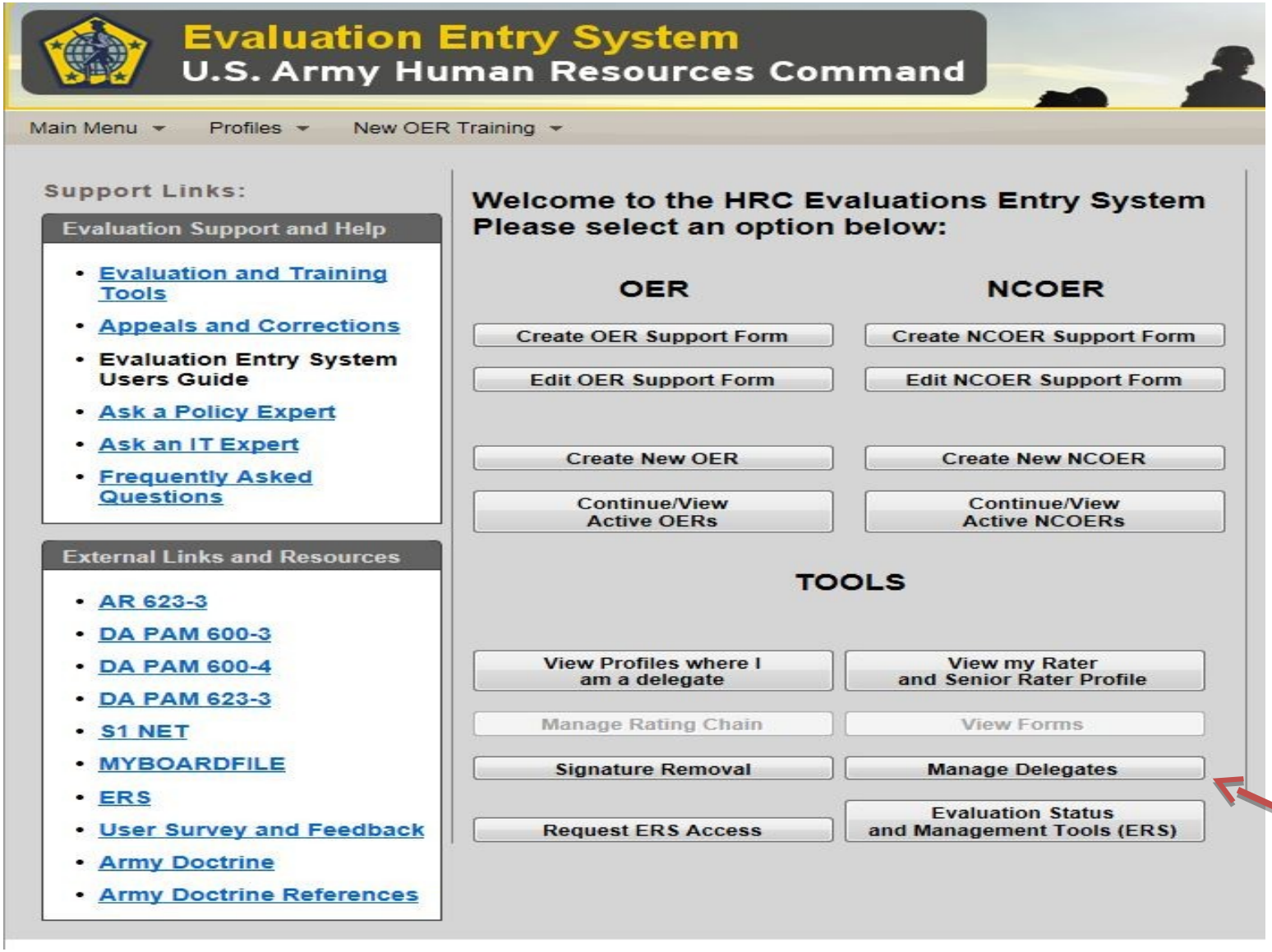
2. How can you view profiles in which you are a delegate?

3. What is the Evaluation Status and Management Tools (ERS)?

4. Where is the Senior Rater Profile Report (DASH 2) located?

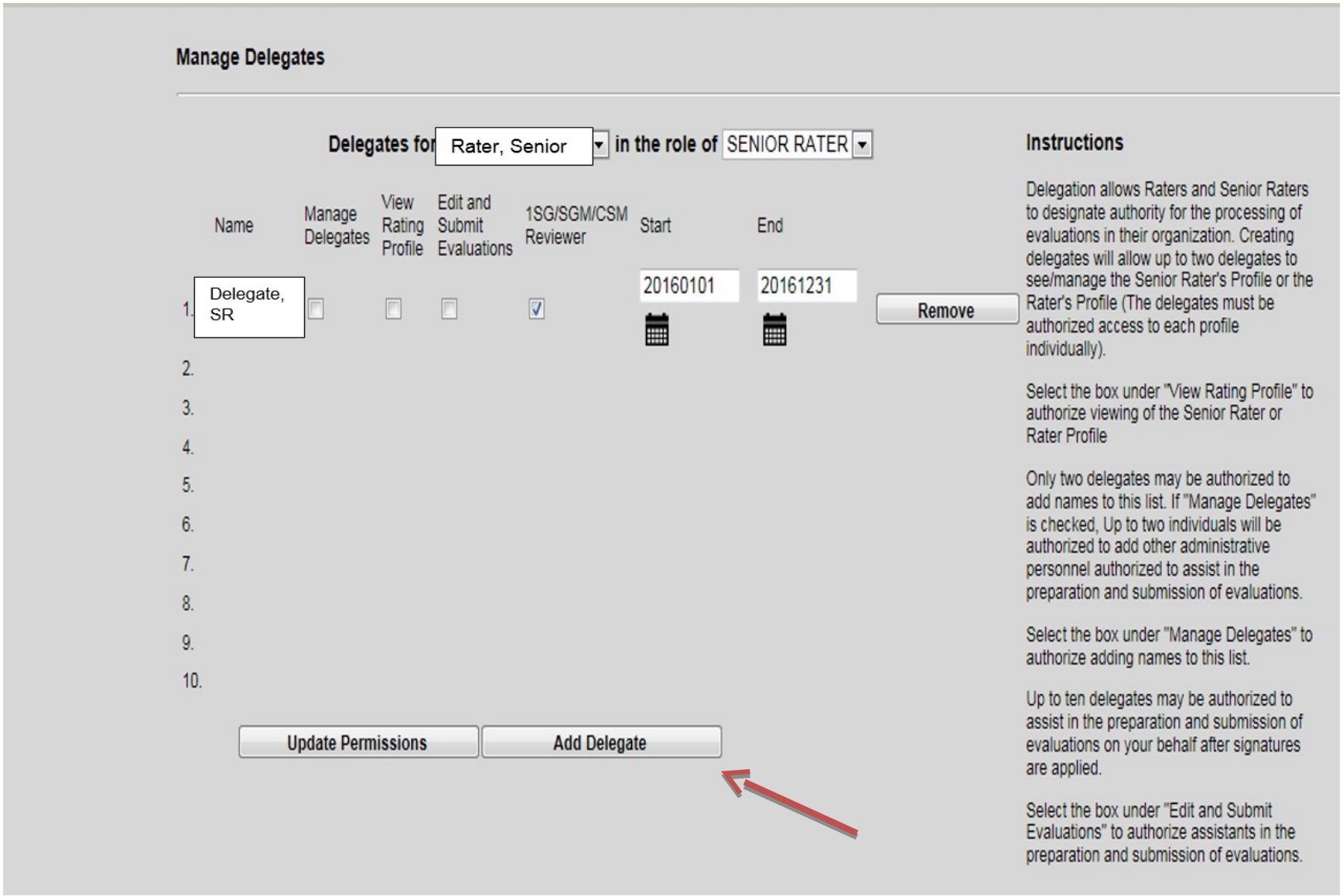
Unclassified

How to Assign / Manage Delegates



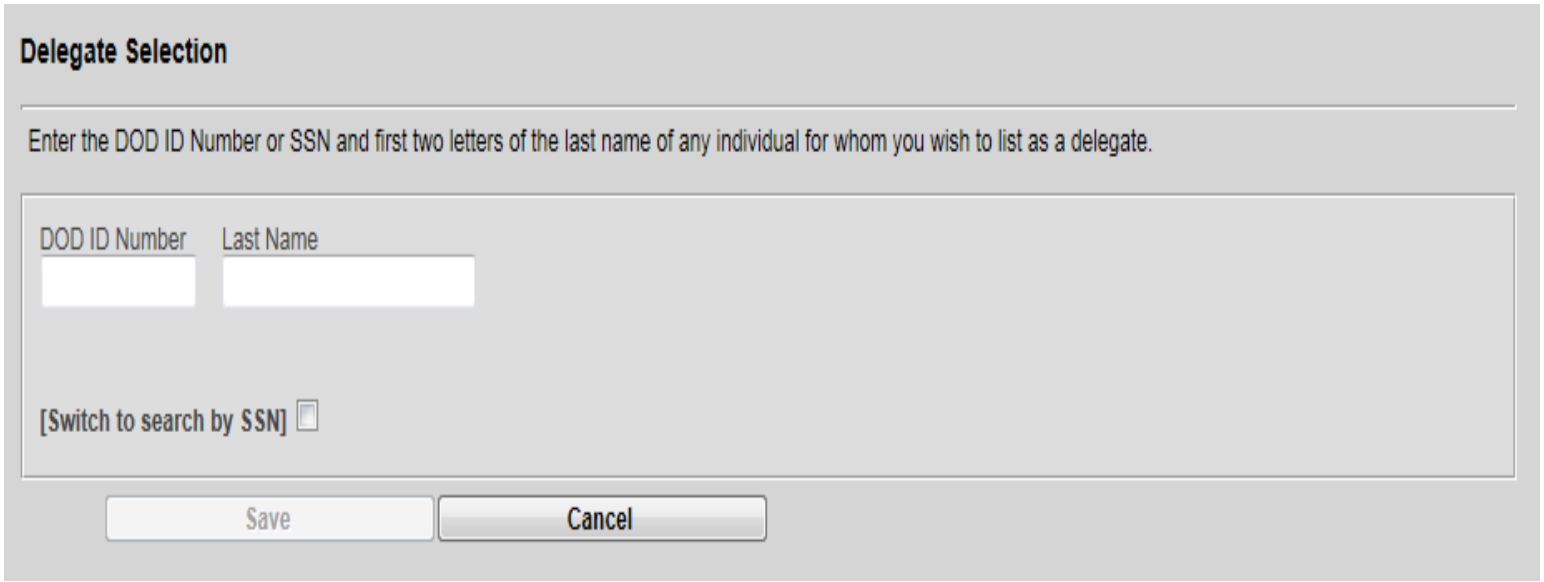
Unclassified

How to Assign / Manage Delegates (cont.)


Manage Delegates
Delegates for Rater, Senior in the role of SENIOR RATER
Name
Manage Delegates
View Rating Profile
Edit and Submit Evaluations
1SG/SGM/CSM Reviewer
Start
End
1. Delegate, SR
20160101
20161231
Remove
2.
3.
4.
5.
6.
7.
8.
9.
10.
Update Permissions
Add Delegate
Instructions
Delegation allows Raters and Senior Raters to designate authority for the processing of evaluations in their organization. Creating delegates will allow up to two delegates to see/manage the Senior Rater's Profile or the Rater's Profile (The delegates must be authorized access to each profile individually).
Select the box under "View Rating Profile" to authorize viewing of the Senior Rater or Rater Profile
Only two delegates may be authorized to add names to this list. If "Manage Delegates" is checked, Up to two individuals will be authorized to add other administrative personnel authorized to assist in the preparation and submission of evaluations.
Select the box under "Manage Delegates" to authorize adding names to this list.
Up to ten delegates may be authorized to assist in the preparation and submission of evaluations on your behalf after signatures are applied.
Select the box under "Edit and Submit Evaluations" to authorize assistants in the preparation and submission of evaluations.

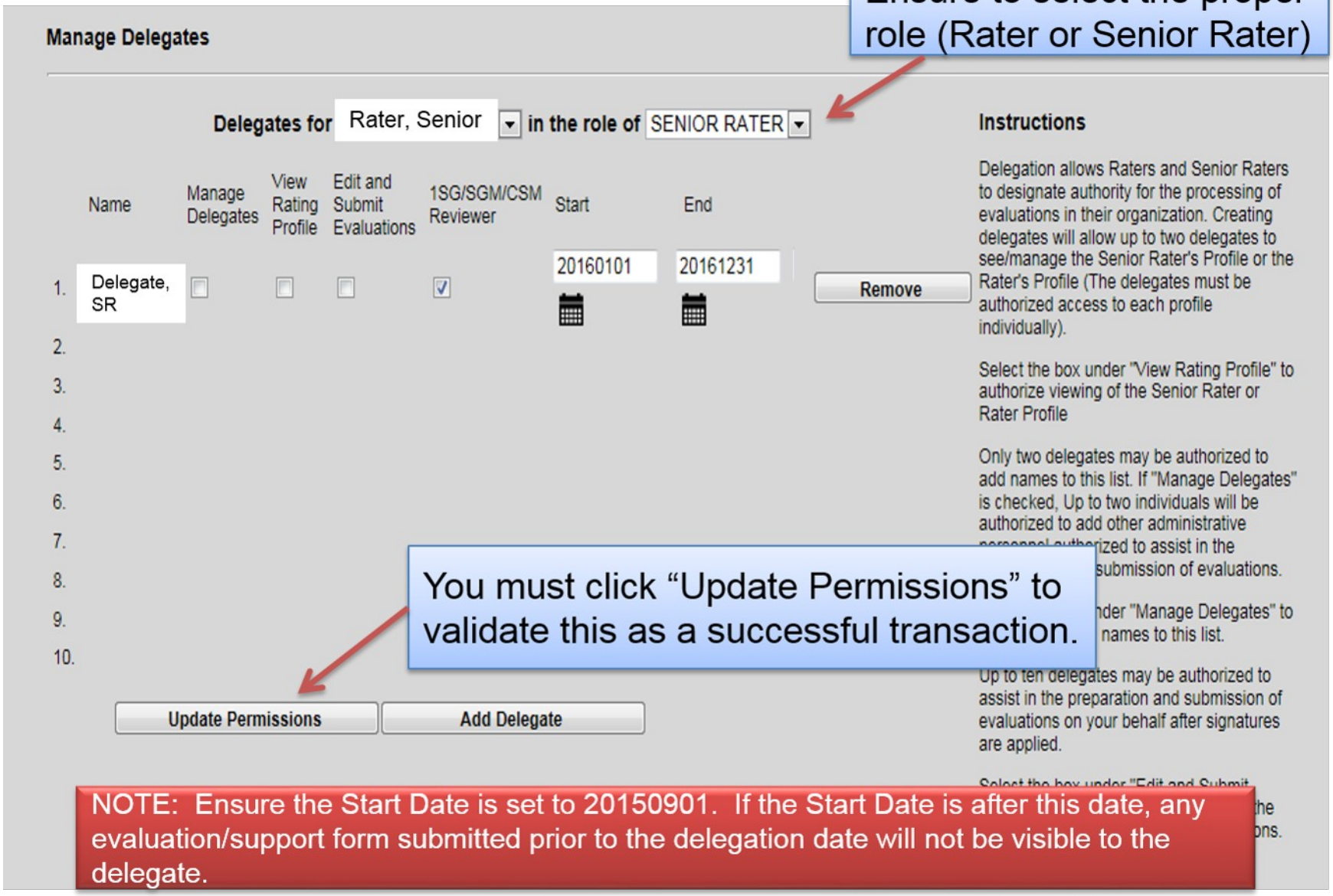
Unclassified

How to Assign / Manage Delegates (cont.)


Delegate Selection
Enter the DOD ID Number or SSN and first two letters of the last name of any individual for whom you wish to list as a delegate.
DOD ID Number
Last Name
[Switch to search by SSN]
Save
Cancel

Unclassified

How to Assign / Manage Delegates (cont.)


Ensure to select the proper role (Rater or Senior Rater)
Manage Delegates
Delegates for Rater, Senior in the role of SENIOR RATER
Name
Manage Delegates
View Rating Profile
Edit and Submit Evaluations
1SG/SGM/CSM Reviewer
Start
End
1. Delegate, SR
20160101
20161231
Remove
2.
3.
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submission of evaluations.
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names to this list.
Up to ten delegates may be authorized to assist in the preparation and submission of evaluations on your behalf after signatures are applied.
You must click “Update Permissions” to validate this as a successful transaction.
Update Permissions
Add Delegate
NOTE: Ensure the Start Date is set to 20150901. If the Start Date is after this date, any evaluation/support form submitted prior to the delegation date will not be visible to the delegate.

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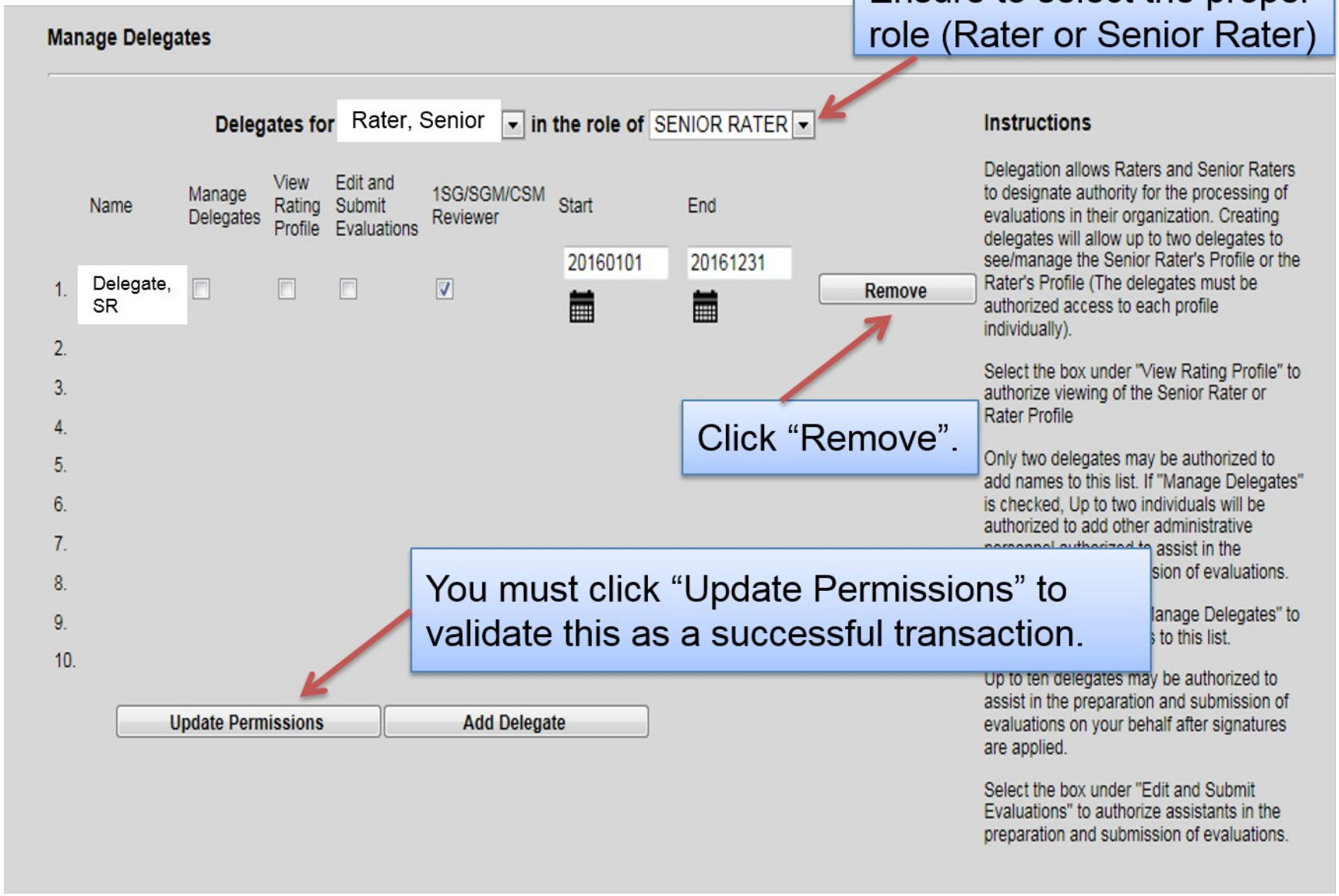
How to Assign / Manage Delegates (cont.)


Ensure to select the proper role (Rater or Senior Rater)
Manage Delegates
Delegates for Rater, Senior in the role of SENIOR RATER
Name
Manage Delegates
View Rating Profile
Edit and Submit Evaluations
1SG/SGM/CSM Reviewer
Start
End
1. Delegate, SR
20160101
20161231
Remove
2.
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10.
Click “Remove”.
You must click “Update Permissions” to validate this as a successful transaction.
Update Permissions
Add Delegate
Instructions
Delegation allows Raters and Senior Raters to designate authority for the processing of evaluations in their organization. Creating delegates will allow up to two delegates to see/manage the Senior Rater's Profile or the Rater's Profile (The delegates must be authorized access to each profile individually).
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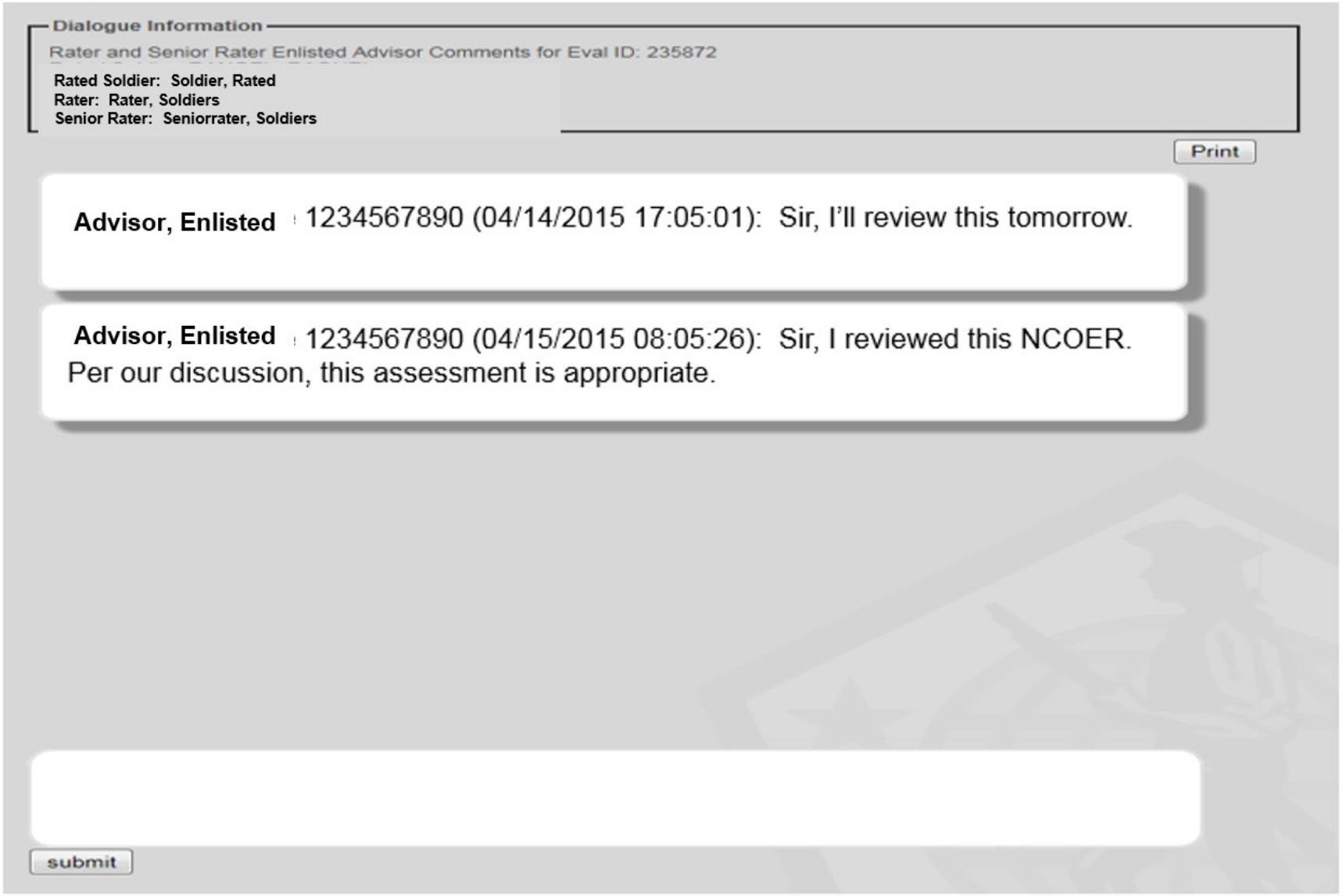
Unclassified

Enlisted Advisor Comments


Dialogue Information
Rater and Senior Rater Enlisted Advisor Comments for Eval ID: 235872
Rated Soldier: Soldier, Rated
Rater: Rater, Soldiers
Senior Rater: Seniorrater, Soldiers
Print
Advisor, Enlisted 1234567890 (04/14/2015 17:05:01): Sir, I'll review this tomorrow.
Advisor, Enlisted 1234567890 (04/15/2015 08:05:26): Sir, I reviewed this NCOER. Per our discussion, this assessment is appropriate.
submit

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Check on Learning

1. Who assigns senior rater delegates?

2. How many administrators can one senior rater have?

3. What is the maximum number of delegates for each rating official?

4. How often is a senior rater required to update their permissions?

5. Who can view a senior rater's profile within EES?

6. Describe the rater / senior rater enlisted advisor delegate function?

Unclassified

Summary

- Evaluation Reporting System
  - Responsibilities of the Rating Chain
  - Role of the Rating Chain & Keys to Success
  - Developing a Rating Philosophy

- Rater Overall Performance
  - Rater Comments
  - Rater Tendency
  - Rater Tendency Label
  - Rater Tendency Report

- Senior Rater Overall Potential
  - Senior Rater Narrative
  - Senior Rater Consistency
  - Immature Profile / Small Population
  - Senior Rater Profile Calculation
  - Senior Rater Profile Box Check Warning
  - Senior Rater Profile Labeling Rules
  - Managed Profile Technique

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Summary (cont.)

- Evaluation Entry System (EES) Tools
  - Rater Tendency / Senior Rater Profile Link
  - Rater Tendency / Senior Rater Profile
  - ERS Link to Senior Rater Profile (DASH 2)
  - Senior Rater Profile Dashboard
  - Senior Rater (DASH 2)
  - Senior Rater Profile Management Tool
  - How to Assign / Manage Delegates

Unclassified

Questions

Unclassified